

CARY AREA PUBLIC LIBRARY DISTRICT - BOARD MEETING

Thursday, July 11, 2024

7:00 PM

Cary Area Library

1606 Three Oaks Road

MINUTES

1. Call to order, Board President Jan Polep, called the meeting to order at 7:00 PM.
2. Roll call, Secretary- Present were Library Trustees: Gayle Booth, Tom Garvin, Scott Migaldi, Jan Polep, Christina Rank and Lisa Stordahl. Also present were Executive Director Mona Reynolds, Assistant Director Becky Oberhauser and Administrative Services Manager Dawn Ferree. Absent: Theresa Hart. Attending from the public: Siobahn McCullough.
3. Approval of board minutes from:
 - a. Finance Committee of the Whole meeting, June 13, 2024: The minutes from the Finance Committee of the Whole meeting of June 13, 2024 were reviewed. Motion to approve the minutes made by Migaldi, 2nd by Stordahl. All ayes, motion approved. Booth abstained.
 - b. Regular meeting June 13, 2024: The minutes from the regular Board Meeting of June 13, 2024 were reviewed. Motion to approve the minutes made by Stordahl, 2nd by Migaldi. All ayes, motion approved. Booth abstained.
4. Communications:
 - a. Public Comment: None.
 - b. Correspondence:
 - i) D300 is in discussions with Cary and other libraries, both CCS and non-CCS members, about getting all students in their district a library card. Oberhauser is involved in these discussions and Cary Library will be updating their policies to reflect this. This will affect 64 students in our Library District. A review of this updated policy should be expected in the next month or two. Reynolds is also in discussion with the Crystal Lake and McHenry public libraries regarding a request from D46 (Prairie Grove) for an IGA to get library cards to all of their students, as many are in unserved areas.
 - ii) For medical reasons, Hart has requested to attend meetings virtually over the next several meetings. The Board supports this request.
5. Treasurer's report:
 - a. June 2024, Treasurer Stordahl reported that the library opened the month with \$2,504,717.04 and closed with \$3,539,595.17. The Library received \$1,114,016.97 in McHenry County Property Taxes and \$54,767.93 in Lake County Property Taxes this month for a total of \$1,168,784.90. Revenues of \$1,575.00 came from passport income, \$40,475.16 from the Per Capita Grant and \$281.43 in Non-resident fees. Motion to approve the treasurer's report made by Booth, 2nd by Rank. On roll call, all ayes, motion approved.
6. Approval of bills:
 - a. June 2024, Treasurer Stordahl reported that the total approval of bills, transfers and payroll through July 11, 2024 was \$311,171.17.
 - b. Bills paid included \$7,805.32 to RAILS, \$6,616.29 to Ingram Library Services and \$4,031.44 to Vogue Printers. Motion to approve May bills made by Migaldi, 2nd by Rank. On roll call, all ayes, motion approved.

7. Statistics and Reports:
 - a. June statistics: See open.gov for statistics. Oberhauser reviewed statistics.
 - b. Department news: Oberhauser reported on the Story walk ribbon cutting ceremony that was held on June 1st at Jaycee Park. In attendance were Cary Park District, D26, the Chamber of Commerce and community members. The Northwest Herad featured this event in an on-line article. Congratulations to Becky Oberhauser and Hannah Bovino for all their hard work on this project!
 - c. Executive Director's report: Reynolds covered items she has been working on this past month as outlined in her report. This included budget related activities, job descriptions and salary letters, and revenue base worksheets for IRMA. Reynolds also discussed website accessibility and the Library's goal to be in compliance with government standards by April 2027.
 - d. Staff presentation: Natalie from Adult Services presented to the Board. She introduced us to a new trivia program that started in December 2023 and that will continue to be featured as an on-going program. Patrons of all ages are invited to this program which promotes social connections and mental stimulation and encourages multi-generational discussion. The program has been well received and already has a loyal following; some participants dress up to complement the theme from each event! Natalie introduced the Board to trivia through a round of questions and it quickly became apparent why this activity is such a draw! Laughter filled the room as Trustees' competitive sides came out.
8. Unfinished Business: None.
9. New business:
 - a. Review and discuss Executive Director's proposed goals for FY24/25: Reynolds reviewed 6 goals for FY24/25. Board members asked for some clarification and provided Reynolds with feedback. Reynolds will take feedback into consideration and revise goals accordingly to be reviewed in next month's Board meeting.
 - b. Discuss and decide. Early voting in 2025: There was discussion on how early voting has created challenges for staff in the past several years with the largest impact on patron programming and staff time. It is evident that some of the expectations have been disruptive to staff schedules and their ability to carry out their normal library duties. To address this, Board members recommended that a statement of the Library's requirements/guidelines for use of Library space be shared with the county prior to early voting set-up to create a clear understanding of what Library support and services are available to them to avoid future issues.
10. Any and all other business the Board may wish to discuss:
 - a. Migaldi visited the Cary, North Carolina library recently.
 - b. Stordahl shared that ILA Trustee Day is October 10, 2024; registration starts on July 22. Let Reynolds know if you plan to attend.
11. Adjourn- A motion to adjourn the meeting was made by Rank, 2nd by Migaldi. All ayes, motion approved. Meeting adjourned at 8:27 PM.

Respectfully submitted,

Secretary